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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF CLINICAL SOCIAL WORK EXAMINERS
MEETING DATE AND TIME:	Monday, September 19, 2011 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
MINUTES APPROVED	10/17/2011

MEMBERS PRESENT

Philip Thompson, Professional Member, **Vice President**
Sandra Bisgood, Public Member, **Secretary**
Yen-Anh Gibson, Public Member
Rochelle Mason, Professional Member
Florienda Scott-Cobb, Professional Member
Kyla Teed, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Eileen Heeney, Deputy Attorney General
Jessica Williams, Administrative Specialist II

MEMBERS ABSENT

Fran Franklin, Professional Member, **President**

ALSO PRESENT

Dr. Delores Finger-Wright, Delaware State University
Dr. Marlene Saunder, Delaware State University
John Shuford, NASW

CALL TO ORDER

Mr. Thompson called the meeting to order at 9:03 a.m.

NEW BOARD MEMBER ORIENTATION

This item was tabled until the October meeting.

REVIEW AND APPROVAL OF MINUTES

The Board reviewed the July 18, 2011 minutes for approval. Ms. Bisgood made a motion, seconded by Ms. Scott-Cobb, to approve the minutes as written. Motion unanimously carried.

NEW BUSINESS

Ratification of Application to sit for the ASWB Exam – Kathleen Cluff

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB exam for Kathleen Cluff. Motion unanimously carried.

Ratification of Application to sit for the ASWB Exam – Tannisha Hutchinson

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB exam for Tannisha Hutchinson. Motion unanimously carried.

Ratification of Application to sit for the ASWB Exam – Kathleen Kelley

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB exam for Kathleen Kelley. Motion unanimously carried.

Ratification of Application to sit for the ASWB Exam – Elizabeth Mavindidze

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB exam for Elizabeth Mavindidze. Motion unanimously carried.

Ratification of Application to sit for the ASWB Exam – Diane Simmons

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB exam for Diane Simmons. Motion unanimously carried.

Ratification of Application for Licensure by Reciprocity – Leonard Altamura

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application for licensure by reciprocity for Leonard Altamura. Motion unanimously carried.

Ratification of Application for Licensure by Reciprocity – Ferlin Charles

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application for licensure by reciprocity for Ferlin Charles. Motion unanimously carried.

Ratification of Application for Licensure by Reciprocity – Pippa Howard

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to ratify the application for licensure by reciprocity for Pippa Howard. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Linda Mayer

Mr. Thompson made a motion, seconded by Ms. Mason, to table the application to sit for the ASWB exam for Linda Mayer; her one to one supervision hours do not meet the requirements. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Jennifer Morgan

Mr. Thompson made a motion, seconded by Ms. Mason, to table the application to sit for the ASWB exam for Jennifer Morgan; her one to one supervision hours do not meet the requirements. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Jandy Albury

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB exam for Jandy Albury. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Quinesha Harris

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB exam for Quinesha Harris. Motion unanimously carried

Review of Application to Sit for the ASWB Exam – Sabah Altheblah

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB exam for Sabah Altheblah. Motion unanimously carried

Memorandum from Director James Collins Regarding Next Legislative Process

The Board reviewed the memorandum from Director Collins. The Board is currently in the preliminary phase of multi-level licensure and non-exemption of state workers. The Board is in the process of drafting a letter to stakeholders regarding the initiatives. The Board does not feel that the bill will be ready for the upcoming legislative session.

Review Supervisory Requirements from Maryland

The Board reviewed the requirements from Maryland regarding supervision. Currently, Maryland has requirements that individuals must meet in order to become eligible to become a supervisor. The Board determined that they would like to incorporate Maryland's requirements into the proposed statute to create a formalized process to make sure that supervisors are maintained and regulated.

Assign Complaints

Complaint number 31-04-11 was assigned to Ms. Scott-Cobb.

Complaint number 31-05-11 was assigned to Mr. Thompson.

UNFINISHED BUSINESS

Review Draft Regarding Revisions to the Statute and Rules and Regulations

The Board continued to review the draft of the revisions to the statute as well as the rules and regulations that Ms. Heeney previously prepared. Mr. Thompson made a motion, seconded by Ms. Scott-Cobb to continue to review the draft during the October meeting. Motion unanimously carried.

Review Draft of Non-LCSW Supervisory Form

The Board reviewed the draft of the non-LCSW supervisory forms. Currently, the regulations state that if an applicant does not have a LCSW supervise them, they are to fill out a specific form. Since a form has not been approved by the Board yet, they are accepting notarized statements. The Board requested that modifications to the form be made and be brought back for review during the October meeting. Once the form is approved, any applicant that begins supervision after the date of approval will be required to fill out the form if they do not have a LCSW supervise them.

Draft Letter to Stake Holders Regarding Proposed Revisions to the Statute and Rules and Regulations

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to table this item for Ms. Heeney to prepare the draft for the Board to review. Ms. Heeney will send the draft to Ms. Williams to forward to Board members for review. Motion unanimously carried.

CE Audit Review

The Board reviewed the additional documentation that was submitted by Jane Anderson. The documentation from Dr. Lichtenberg that Ms. Anderson submitted did not suffice. The documentation was not on Dr. Lichtenberg's letterhead, did not include any type of contact information for Dr. Lichtenberg or the dates of the classes. Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to table the final review of the CE audit documentation; pending the Board's third request for sufficient information. Motion unanimously carried.

Discussion Regarding the Draft of Proposed Legislation for the Treatment of Minors

The Board discussed the proposed legislation for the treatment of minors as well as the language that the Board of Medical Licensure and Discipline currently uses for the treatment of minors. The Board discussed the various mechanisms that could be used to determine if a parent and/or chaperone would need to be in the room while a child is being seen. Ms. Heeney will draft language for the Board to review during the October meeting. Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to table this item until the October meeting when the draft is available for review. Motion unanimously carried.

Sign Order for Arneice Ritchie from the Propose to Deny Hearing Held on July 18, 2011

Ms. Heeney informed the Board that the law citations and facts were missing in the Order and would need to be revised prior to the Board signing them. Ms. Williams also informed the Board that she had just received notification from Ms. Ritchie, stating that the agency found documentation regarding her supervision. Ms. Heeney informed the Board that they can reopen Ms. Ritchie's case to review the supplemental information, only if Ms. Ritchie specifically requests to do so. Mr. Thompson made a motion, seconded by Ms. Bisgood, to table signing the Order until the corrections are made. Motion unanimously carried.

CORRESPONDENCE

Review Correspondence from J&K Seminars Regarding Webinars

The Board reviewed the correspondence from J&K Seminars regarding "in person" CE hours. Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to table this item to obtain

additional information from the company prior to making a decision. Information needed includes what the requirements would be for successful completion, how many people can attend one webinar, and how interactive the webinar is. Motion unanimously carried.

Review Correspondence from the ASWB Regarding Proposed Bylaws

The Board reviewed correspondence from the ASWB regarding the proposed bylaws. Ms. Scott-Cobb questioned who would be the delegate for the Annual Meeting. Mr. Thompson made a motion, seconded by Ms. Mason, to appoint Ms. Scott-Cobb as the delegate to represent Delaware at the annual ASWB meeting. Motion unanimously carried.

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Ms. Scott-Cobb informed the Board that she would like to be the delegate that represents Delaware at the annual ASWB meeting. Ms. Williams informed the Board that once she receives information regarding the annual ASWB meeting, she will contact Ms. Scott-Cobb.

PUBLIC COMMENT

Dr. Saunders addressed the Board and introduced Dr. Finger-Wright who is the chair of the Department of Social Work at Delaware State University. Dr. Finger-Wright will be the liaison for Delaware State University and the Delaware Board of Clinical Social Work Examiners.

Mr. Shuford addressed the Board with comments regarding supervision requirements and suggested that the Board also review the requirements that New Jersey has set for supervision; to compare them with Maryland's requirements to determine what would be practical for Delaware. He also suggested that the Board get providers involved in the process of the development of the proposed changes. Mr. Shuford suggested a method that will protect the treatment of minors, that a video camera with no audio be placed in offices and record sessions to ensure that there is no inappropriate activity. Lastly, he suggested that the Board consider limiting online CEU's, he feels as though more face to face learning will stimulate the profession.

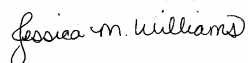
NEXT MEETING

The next meeting will be held on October 17, 2011 at 9:00 a.m. in Conference Room A.

ADJOURNMENT

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to adjourn the meeting. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 11:33 a.m.

Respectfully submitted,



Jessica Williams, Administrative Specialist II
Delaware Board of Clinical Social Work Examiners